

**Southwest (3) Regional Education Planning Committee
Microsoft Teams**

https://teams.microsoft.com/join/19%3ameeting_MDZmMTMxMmUtNjQ5ZC00N2ZjLWFkZjEtNzk4NTU2MTY0NDIv%40thread.v2/0?context=%7b%22Tid%22%3a%229a307864-3e98-4f08-b90a-728b62cf32c5%22%2c%22Oid%22%3a%22463c8334-e408-4d1d-b4eb-52f4b934efe4%22%7d

July 17th, 2020 – 10:00 am

AGENDA

The following members are participating remotely using the Microsoft Teams teleconferencing platform: Brad Lancaster, Beth Malone, Dan McLeod, JenaLu Simpson, Robert Stewart, Rachel Talley, Scott Tanner, Tyler Walters

- I. Call to Order**
- II. Roll Call**
- III. Introductions and Announcements**
- IV. Approval of Minutes – February 20th, 2019**
- V. Business**
 - A. Discussion, consideration, possible action and vote to approve Board Member rotation process for recommendation to the RTAB – Chair Brad Lancaster
- VI. New Business**

(For matters not reasonably anticipated 48 hours prior to the meeting)
- VII. Next Meeting**
 - A. Regional Education Planning Committee
August 6th, 2020 – 9:00 am
 - B. Regional Trauma Advisory Board
August 6th, 2020 – 10:30 am
 - C. Quality Improvement Committee
September 3rd, 2020 – 11:00 am
- VIII. Adjournment**

**Southwest (3) Regional Education Planning Committee
Great Plains Technology Center
4500 Southwest Lee Boulevard
Lawton, OK 73505
February 20th, 2020 – 9:00 am**

MINUTES

The meeting notice was filed with the Oklahoma Secretary of State on February 7th, 2020 at 1:53 pm. The meeting notice/agenda was physically posted at the Oklahoma State Department of Health Central Office, 1000 Northeast 10th Street, Oklahoma City, OK 73117 and the Oklahoma State Department of Health website for the Region 3 RTAB on Friday, February 14th, 2020. Meeting notice was also placed at the Great Plains Technology Center Conference Room, 4500 Southwest Lee Boulevard, Lawton, OK 73505.

I. Call to Order

The meeting was called to order by Chair Brad Lancaster at 9:05 am.

II. Roll Call

Roll call was taken with the following members present: Brad Lancaster, Beth Malone, Dan McLeod, Bob Stewart, Rachel Talley, Scott Tanner, and Tyler Walters. JenaLu Simpson was absent.

III. Introductions and Announcements

Jennifer Woodrow introduced Jamie Lee as the Region 3 Quality and Survey Analyst.

IV. Approval of Minutes – October 3rd, 2019

A motion to approve the October 3rd, 2019 minutes as written was made by Bob Stewart and seconded by Tyler Walters. There was no discussion and the motion passed 7-0.

V. Reports

A. Interfacility Working Group report

Dan McLeod reported that progress had initially been delayed due to obligations within his agency. Currently the group is working to gain insight from Region 3 EMS services to include Southern Oklahoma Ambulance Service, Murray County EMS, Johnston County EMS, Marshall County EMS, Air Evac Ardmore and one hospital system, Mercy Hospital Ardmore. Dr. Phillip Sloan has joined the group and will be a huge benefit bringing insight from his almost 30 years of service which now includes service to both Southern Oklahoma Ambulance Service and SSM Health St. Anthony Hospital – Oklahoma City ambulance service. Mr. McLeod noted that a good discussion occurred at the RTAB Leadership between EMS and Hospital providers. Points of discussion included where the friction points are occurring during interfacility transfers and what is deemed detrimental to EMS and Hospitals during this process. Other points of discussion between Committee members included the following:

- Each region and EMS system will have their own personal perspective to addressing interfacility transfers because most services depend on the revenue from the transfers but some services feel the transfers are becoming detrimental to their 911 system.
- Transferring patients to hospitals based upon affiliation rather than capability is increasing strain on EMS systems and personnel and may lead to overutilization of transport by Air EMS.
- Rural and midlevel practitioners are placing patients at hospitals who auto accept patients rather than wait for acceptance from the closest most appropriate facility.
- Transfers are being requested for patients that do not require immediate care and may not receive treatment until the following day. Transfers should be triaged and requested in a more controlled manner.

- Knowing what capabilities are closest and utilizing those capabilities is beneficial to all. An education piece should provide the capabilities of surrounding hospitals to include southern out of state resources.

Jenifer Woodrow noted that issues regarding interfacility transfers are being discussed in the OTERAC Rules and Regulations and Systems Improvement and Development workgroups. The workgroups were made aware of the work being done in Region 3 and hopefully information and resources can be shared between all groups to help solve the problem. Ms. Woodrow suggested that members begin to submit QI referrals for any system issue regarding interfacility transfers to the Region 3 QI Committee. Jamie Lee gave a brief overview of the QI process once referrals are received and systems issues are found. Ms. Woodrow also suggested that the trauma plan be reviewed to ensure destination guidelines reflect out of state resources. Chair Brad Lancaster requested members and the working group formalize goals for both hospitals and EMS agencies and what they would like to see accomplished in order to begin drafting an outline.

VI. Business

- B. Review of attendance email with possible vote to approve
 Committee members reviewed the proposed email and Region 3 Bylaws regarding attendance. Members discussed amending existing bylaws to allow absences to be excused prior to removal of appointed representatives and RTAB members from the Board. Proposed amendments will be brought to the next meeting for approval. Members then discussed sending another letter to the postal address of a facility for an excused absence in the event of a second absence and if the letter would be addressed from an OSDH or REPC representative. Hospital and EMS rules related to RTAB participation requirements were discussed. Members agreed the Region 3 RTAB Coordinator should send the following in an email with an attached RTAB Authorized Representative Form to any member organization after the first unexcused absence:
 You are receiving this email because your facility has not met the attendance requirements set forth by the Southwest Regional Trauma Advisory Board Bylaws. Because the current representative authorized by your facility has not met attendance requirements as set forth by the Board, your representative has been removed from the Board and will need to appoint a new member to take their place. To appoint a new member, please complete and return the attached RTAB Authorized Representative Form to esystems@health.ok.gov or fax to 405-271-4240. Please note that any member organization that subsequently fails to ensure participation by their representative may be reported to both the Oklahoma Trauma System Improvement and Development Advisory Council (OTERAC) and the member organization's licensing authority.
- C. Review current RTAB member attendance for discussion and possible vote to approve recommendation to RTAB Chair for State licensure action
 Members reviewed RTAB attendance with no recommendation made for State licensure action and the need to ensure failure of participation notices be sent to all appointed representatives and the organization's leadership. Members requested that the attendance sheet reflect excused absences. Jennifer Woodrow noted that current authorized forms are requested on the RTAB sign in sheet if needed and excused absences will be noted with an asterisks on future attendance sheets.
 To ensure documentation regarding excused absences is maintained, members requested bylaws be amended so that notification of a missed meeting be submitted to both the RTAB Chair and OSDH. Bylaws will be amended and brought to the next meeting for approval. The suggestion was made that the RTAB Chair state if an absence is excused during roll call in order for that absence to be reflected in the minutes. The Committee identified a possible problem of acknowledgement of attendance by someone other than the RTAB Member's authorized representative during roll call and documented on the RTAB sign in sheet.
- D. Review and possible vote to approve amended Region 3 Trauma Plan
 At the request of the Committee, Jennifer Woodrow clarified that Grady EMS District is a 522 district and not a licensed EMS agency, therefore, not included as an EMS provider. However, Grady EMS District is an interested party and approved by the RTAB as a general member.

- E. Discussion, consideration, possible action and vote to approve amended Region 3 Bylaws as follows:

F. Vacancies and request or recommendations for committee membership

- i. Notice of a vacancy, new request, or recommendations for committee membership shall be distributed to Board members at least ten (10) days prior to a scheduled meeting by written or verbal communication.
- ii. ~~Volunteers~~recommendations or nominations to fill the vacancy in membership or new requests for membership on this committee shall be accepted and voted on at the next scheduled meeting of the Board.

Jennifer Woodrow presented the proposed Bylaw language and clarified the draft bylaws apply only to the Quality Improvement Committee and do not apply to any other standing committee, including the REPC.

A motion to approve Business items B, D, and E as described was made by Bob Stewart and seconded by Tyler Walters. There was no further discussion and the motion passed 7-0.

F. 2021 trauma system goals discussion

Brad Lancaster discussed the following two goals to be voted on for approval at the RTAB and asked the Committee for recommendations on possible additional goals.

- Decrease the number of Priority 1 patients transported by ambulance services to a Level III or Level IV Trauma Center by 3% by the end of the calendar year
- Decrease the statewide average length of stay at Level III and Level IV Trauma Centers for patients having an ISS of ≥ 16 by 3% by the end of calendar year 2021

The Committee discussed recommending the addition of the following goals:

- Maintain 75% compliance rate on EMResource drills and surveys
- Increase OTEP Training with specific goals to be determined by RTAB

A. AHA Rural EMS Stroke Triage Algorithm discussion

The Severity-Based Stroke Triage Guideline Algorithm for Rural EMS was presented to the Committee for review and discussion. Jennifer Woodrow noted the proposed algorithm was approved on January 31st, 2020 by OSSAC and requested members review and submit suggestion for improvement before the algorithm is presented to OTERAC for final approval.

B. Discussion on defining a process to determine Board Member rotation

Jennifer Woodrow presented the original and current Board Member rotations included in the member packet noting that the rotations need to be updated with certain issues needing to be addressed such as language regarding permanent board members, removal of permanent board members due to attendance, and corporations holding multiple licenses. A draft Board rotation is needed before the third quarter RTAB in order to propose and vote to approve 2021 Board members. Chair Brad Lancaster called for a special meeting to address the rotation discussion and requested members email Jennifer Woodrow possible meeting dates.

C. EMResource divert time discussion

Jennifer Woodrow discussed a discrepancy between the divert time found in the EMResource manual and how long a facility is actually allowed to remain on divert status. The manual states the divert time to be two hours with EMResource allowing for only one hour. Members noted that one hour may not be enough time to fix the problems that caused the divert and emergencies can override a divert. All members agreed to recommend to the EMResource Work group that divert status match the manual and be allowed for two hours.

VII. New Business

There was no new business.

VIII. Next Meeting

- A. Regional Trauma Advisory Board
Great Plains Technology Center
4500 Southwest Lee Boulevard
Lawton, OK 73505
February 20th, 2020 – 10:30 am



OKLAHOMA
State Department
of Health

- B. Quality Improvement Committee
Comanche County Memorial Hospital
3401 West Gore Boulevard
Lawton, OK 73505
March 5th, 2020 – 11:00 am
- C. Regional Education Planning Committee
Great Plains Technology Center
4500 Southwest Lee Boulevard
Lawton, OK 73505
April 7th, 2020 – 9:00 am

IX. Adjournment

A motion to adjourn the meeting was made by Dan McLeod and seconded by Beth Malone. The meeting adjourned at 10:22 am.

Approved

Brad Lancaster, Chair
Southwest (3) Regional Education Planning Committee
August 6th, 2020

DRAFT

**Southwest Regional Trauma Board Rotation
Hospitals**

2019

| Provider | Board Rotation | Classification Level | Rotation Year |
|----------|----------------|----------------------|---------------|
|----------|----------------|----------------------|---------------|

Group #1

| | | | |
|-----------------------------|---|-----|--|
| Comanche County Hospital | P | III | |
| Duncan Regional Hospital | P | III | |
| Grady Memorial Hospital | P | III | |
| Mercy Hospital - Ardmore | P | III | |
| Southwestern Medical Center | P | III | |
| Mercy Hospital - Ada | P | III | |

Group #2

| | | | |
|--|---|----|------|
| Arbuckle Memorial Hospital | 4 | IV | 2017 |
| Carnegie Tri-County Municipal Hospital | 5 | IV | 2018 |
| Elkview General Hospital | 1 | IV | 2019 |
| Harmon Memorial Hospital | 2 | IV | 2020 |
| Mercy Hospital Healdton | 3 | IV | 2021 |

Group #3

| | | | |
|--------------------------------------|---|----|------|
| Jackson County Mem. Hospital | 5 | IV | 2021 |
| Jefferson County Hospital | 3 | IV | 2019 |
| Mercy Hospital Tishomingo | 1 | IV | 2017 |
| Quartz Mountain Medical Center | 2 | IV | 2018 |
| Memorial Hospital & Physicians Group | 4 | IV | 2020 |

Group #4

| | | | |
|-------------------------------------|---|----|------|
| Lindsay Municipal Hospital | 1 | IV | 2020 |
| Mercy Health - Love County | 2 | IV | 2017 |
| Pauls Valley General Hospital | 3 | IV | 2018 |
| The Physicians Hospital of Anadarko | 4 | IV | 2019 |

| | Board Rotation | Ambulance Services 2006 Run Volume | Rotation Year |
|---------------------------------------|----------------|---------------------------------------|---------------|
| Group #1 | | | |
| Comanche County Memorial Ambulance | P | 5953 | |
| Southern Oklahoma Ambulance Service | P | 5678 | |
| Kirks Ambulance | P | 4830 | |
| Mercy Hospital - Ada - EMS | P | 4187 | |
| Am. Medical Response (Duncan, Marlow) | P | 2991 | |
| Chickasha Fire Department EMS | P | 2661 | |

| | | | |
|--------------------------------|---|------|------|
| Group #2 | | | |
| Anadarko Fire Department EMS | 5 | 938 | 2021 |
| Jackson County EMS | 9 | 2301 | 2016 |
| Johnston County EMS | 4 | 1132 | 2020 |
| Lindsay EMS | 6 | 880 | 2013 |
| Mercy Health - Love County EMS | 3 | 722 | 2019 |
| Murray County EMS | 1 | 1798 | 2017 |
| Pauls valley Ambulance | 2 | 1759 | 2018 |
| Sinor EMS (Hobart) | 8 | 713 | 2015 |
| Tuttle EMS | 7 | 750 | 2014 |

| | | | |
|------------------------------------|---|-----|------|
| Group #3 | | | |
| Apache Ambulance | 6 | 308 | 2021 |
| Carnegie Tri-County Mun. Hosp. EMS | 4 | 574 | 2020 |
| Chickasaw Nation EMS | 2 | 610 | 2022 |
| Reynolds Army Base | 5 | | 2017 |
| Greer County Special Ambulance | 1 | 636 | 2018 |
| Rush Springs EMS | 8 | 307 | 2015 |
| Stratford Ambulance | 7 | 294 | 2014 |
| Tillman County EMS | 3 | 649 | 2019 |
| Medic West | 9 | | 2016 |

| | | | |
|------------------------------------|---|-----|------|
| Group #4 | | | |
| Eldorado EMS | 7 | 30 | 2015 |
| Elmore City EMS | 2 | 141 | 2018 |
| Grandfield Ambulance | 4 | 222 | 2020 |
| Southwest Oklahoma Ambulance Auth. | 1 | 267 | 2017 |
| Velma | 3 | 168 | 2019 |
| Waurika Ambulance | 6 | 288 | 2021 |

| | | | |
|-------------------|---|-----|------|
| Group #5 | | | |
| Air Evac Lifeteam | 1 | 688 | 2020 |
| MediFlight | 2 | | 2018 |
| Survival Flight | 3 | | 2019 |

Oklahoma State Department of Health
Provider Listing: Region 3 Southwest

| Southwest Regional Rotation | | | | | | |
|-----------------------------|-------------------|---|---------------------|-------|-----------------|-------------------------------|
| | | | | | | Members per rotation |
| Reg 3 | | Hospitals 10 | 7 permanent members | | | 7 |
| | | | 15 on 5 yr rotation | | | 3 |
| | | EMS 10 | 6 permanent members | | | 6 |
| | | | 27 on 9 yr rotation | | | 3 |
| | | Air | 2 on 2 yr rotation | | | 1 |
| | | 50/50 | Total | | | 20 |
| | | | | | | |
| | Rotation on Board | Name | Region | Type | County | |
| | | | | | | Hospital Classification Level |
| | | Southwest Region (3) | | | | |
| | | Hospitals: | | | | |
| 1 | P | Comanche County Memorial Hospital | 3 | GMS | Comanche | III |
| 2 | P | Duncan Regional Hospital, Inc. | 3 | GMS | Stephens | III |
| 3 | P | Grady Memorial Hospital | 3 | GMS | Grady | III |
| 4 | P | Jackson County Memorial Hospital | 3 | GMS | Jackson | III |
| 5 | P | Mercy Memorial Health Center, Inc. | 3 | GMS | Carter | III |
| 6 | P | Southwestern Medical Center | 3 | GMS | Comanche | III |
| 7 | P | Valley View Regional Hospital | 3 | GMS | Pontotoc | III |
| | | | | | | |
| 1 | 1 | Arbuckle Memorial Hospital | 3 | GMS | Murray | IV |
| 2 | 2 | Carnegie Tri-County Municipal Hospital | 3 | GMS | Caddo | IV |
| 3 | 3 | Elkview General Hospital | 3 | GMS | Kiowa | IV |
| 4 | 4 | Harmon Memorial Hospital | 3 | CAH | Harmon | IV |
| 5 | 5 | Healdton Municipal Hospital | 3 | CAH | Carter | IV |
| 6 | 1 | Jefferson County Hospital | 3 | CAH | Jefferson | IV |
| 7 | 2 | Johnston Memorial Hospital | 3 | CAH | Johnston | IV |
| 8 | 3 | Mangum City Hospital | 3 | GMS | Greer | IV |
| 9 | 4 | Memorial Hospital & Physician Group | 3 | GMS | Tillman | IV |
| 10 | 5 | Mercy Health - Love County | 3 | CAH | Love | IV |
| 11 | 1 | Pauls Valley General Hospital | 3 | GMS | Garvin | IV |
| 12 | 2 | The Physicians Hospital in Anadarko | 3 | CAH | Caddo | IV |
| 13 | 3 | Jim Taliaferro Community Mental Health Center | 3 | PSYCH | Comanche | NC |
| 14 | 4 | Lindsay Municipal Hospital | 3 | GMS | Garvin | NC |
| 15 | 5 | Rolling Hills Hospital | 3 | PSYCH | Pontotoc | NC |
| | | | | | | |
| | | EMS Agencies | | | | EMS Total Run Volume |
| 1 | P | Southern Okla. Ambulance Service | 3 | EMT-P | Carter | 5535 |
| 2 | P | Kirks Ambulance | 3 | EMT-P | Comanche | 4897 |
| 3 | P | Comanche County Memorial Ambulance | 3 | EMT-P | Comanche | 4627 |
| 4 | P | Valley View Regional EMS | 3 | EMT-P | Pontotoc | 4228 |
| 5 | P | American Medical Response (Duncan, Marlow) | 3 | EMT-P | Stephens | 3602 |
| 6 | P | Jackson County EMS | 3 | EMT-I | Jackson | 2630 |
| | | | | | | |
| 1 | 1 | Chickasha Fire Department EMS | 3 | EMT-I | Grady | 2585 |
| 2 | 2 | Murray County EMS | 3 | EMT-P | Murray | 1759 |
| 3 | 3 | Pauls Valley Ambulance | 3 | EMT-B | Garvin | 1669 |
| 4 | 4 | Mercy Health - Love County EMS | 3 | EMT-P | Love | 1160 |
| 5 | 5 | Johnston County EMS | 3 | EMT-B | Johnston | 1025 |
| 6 | 6 | Cyril Ambulance (Cyril, Elgin) | 3 | EMT-B | Caddo & Comanch | 978 |

Oklahoma State Department of Health
Provider Listing: Region 3 Southwest

| | | | | | | |
|----|---|---|---|-------|-----------|-----|
| 7 | 7 | Anadarko Fire Department EMS | 3 | EMT-I | Caddo | 938 |
| 8 | 8 | Lindsay EMS | 3 | EMT-B | Garvin | 799 |
| 9 | 9 | Sinor EMS (Hobart) | 3 | EMT-I | Kiowa | 750 |
| 10 | 1 | Tuttle EMS | 3 | EMT-I | Grady | 750 |
| 11 | 2 | Greer Co. Spec. Ambulance | 3 | EMT-I | Greer | 653 |
| 12 | 3 | Chickasaw Nation EMS | 3 | EMT-B | Pontotoc | 593 |
| 13 | 4 | Tillman County EMS | 3 | EMT-I | Tillman | 535 |
| 14 | 5 | Carnegie Tri Co. Mun. Hosp EMS | 3 | EMT-B | Caddo | 522 |
| 15 | 6 | Walters Volunteer Ambulance | 3 | EMT-B | Cotton | 430 |
| 16 | 7 | Kiowa County District 3 EMS | 3 | EMT-B | Kiowa | 417 |
| 17 | 8 | Waurika Ambulance | 3 | EMT-B | Jefferson | 377 |
| 18 | 9 | Stratford Ambulance | 3 | EMT-B | Garvin | 354 |
| 19 | 1 | Rush Springs EMS | 3 | EMT-B | Grady | 325 |
| 20 | 2 | Southwest Okla. Ambulance Auth | 3 | EMT-B | Harmon | 290 |
| 21 | 3 | Apache Ambulance | 3 | EMT-B | Caddo | 258 |
| 22 | 4 | Elmore City EMS | 3 | EMT-B | Garvin | 193 |
| 23 | 5 | VELMA - | | | | 142 |
| 24 | 6 | Grandfield Ambulance | 3 | EMT-B | Tillman | 137 |
| 25 | 7 | Mountain View Gotebo Ambulance | 3 | EMT-B | Kiowa | 86 |
| 26 | 8 | Eldorado EMS | 3 | EMT-B | Jackson | 31 |
| 27 | 9 | Lone Wolf Community Ambulance | 3 | EMT-B | Kiowa | 18 |
| | | | | | | |
| 1 | 1 | Air Evac Lifeteam (Lawton, Pauls Valley, Wichita) | 3 | EMT-P | Comanche | 865 |
| 2 | 2 | Southwest Helicopters | | | OOS | |

| Member | Classification | Column1 |
|---|----------------|-----------------|
| Air Evac Lifeteam - Ada | Air | |
| Air Evac Lifeteam - Altus | Air | |
| Air Evac Lifeteam - Ardmore | Air | |
| Air Evac Lifeteam - Decatur, TX | Air | |
| Air Evac Lifeteam - Duncan | Air | |
| Air Evac Lifeteam - Wichita Falls | Air | |
| Apollo MedFlight | Air | |
| CareFlite | Air | |
| Survival Flight Inc. | Air | |
| American Medical Response - Duncan | EMS | |
| American Medical Response - Marlow | EMS | |
| Anadarko Fire Department EMS | EMS | |
| Apache Ambulance | EMS | |
| Carnegie EMS | EMS | |
| Chickasaw Nation EMS | EMS | |
| Chickasha Fire Department/EMS | EMS | |
| Comanche County Memorial Hospital EMS | EMS | |
| Elmore City EMS | EMS | |
| Grady EMS District | EMS | |
| Grandfield Ambulance | EMS | |
| Greer County Special Ambulance Service District | EMS | |
| Jackson County EMS | EMS | |
| Johnston County EMS | EMS | |
| Kirk's Emergency Service | EMS | |
| Lindsay EMS | EMS | |
| Medic West, LLC | EMS | |
| Mercy Health – Love County EMS | EMS | |
| Mercy Hospital Ada EMS | EMS | |
| Murray County EMS | EMS | |
| Pauls Valley Ambulance Authority | EMS | |
| Reynolds Army Community Hospital | EMS | |
| Rush Springs Fire/EMS | EMS | |
| Sinor EMS (Hobart) | EMS | |
| Southern Oklahoma Ambulance Service | EMS | |
| Southwest Oklahoma Ambulance Authority | EMS | |
| Stratford Response Area | EMS | |
| Tillman County EMS District | EMS | |
| Tuttle Fire/EMS | EMS | |
| Velma Community Ambulance | EMS | |
| Wadleys EMS Inc - Stratford | EMS | |
| Wadleys EMS Inc (Wynnewood) | EMS | |
| Waurika EMS | EMS | |
| Chickasaw Nation Medical Center | Federal | |
| Lawton Indian Hospital PHS | Federal | |
| Comanche County Memorial Hospital | Hospital III | |
| Duncan Regional Hospital, Inc. | Hospital III | |
| Grady Memorial Hospital Authority | Hospital III | |
| Mercy Hospital Ada | Hospital III | |
| Mercy Hospital Ardmore, Inc | Hospital III | |
| Arbuckle Memorial Hospital Authority | Hospital IV | Critical Access |
| Carnegie Tri-County Municipal Hospital | Hospital IV | Critical Access |
| Elkview General Hospital | Hospital IV | |
| Harmon Memorial Hospital | Hospital IV | Critical Access |
| Jackson County Memorial Hospital Authority | Hospital IV | |
| Jefferson County Hospital | Hospital IV | Critical Access |
| Lindsay Municipal Hospital | Hospital IV | |
| Mangum Regional Medical Center | Hospital IV | Critical Access |
| Mercy Health Love County | Hospital IV | Critical Access |
| Mercy Hospital Healdton, Inc. | Hospital IV | Critical Access |
| Mercy Hospital Tishomingo | Hospital IV | Critical Access |
| Southwestern Medical Center | Hospital IV | |
| The Physicians' Hospital in Anadarko | Hospital IV | Critical Access |
| MERC- Lawton | Other | |
| OSDH-EPRS | Other | |
| Jim Taliaferro Community Mental Health Center | Psychiatric | |
| Rolling Hills Hospital, LLC | Psychiatric | |

| Ground EMS - OKEMSIS | 2019 Call # | Air EMS - OKEMSIS | 2019 Call # |
|--------------------------------------|-------------|----------------------------|-------------|
| American Medical Response-Duncan | 3,825 | AEL 130- Ardmore | 429 |
| American Medical Response-Marlow | 1,349 | AEL 25 - Duncan | 260 |
| Anadarko Fire Dept EMS | 1,590 | AEL 26-ADA | 313 |
| Apache Ambulance Service | 682 | AEL 34-Wichita Falls, TX | 28 |
| Carnegie EMS | 1,014 | AEL 65-67-68, TX - Decatur | 92 |
| Chickasaw Nation EMS | 1,167 | AEL-Altus | 144 |
| Chickasha Fire EMS | 3,537 | Apollo MedFlight-Guymon | 1 |
| Comanche Co Mem Hosp EMS | 5,301 | Apollo MedFlight-TX | 1 |
| Elmore City EMS | 353 | CareFlite | 22 |
| Grandfield Ambulance Service | 316 | Survival Flight - OK | 418 |
| Greer Co Special Amb Serv | 612 | | |
| Jackson County EMS | 3,557 | | |
| Johnston County Ambulance | 1,473 | | |
| Kirks Emergency Service | 12,441 | | |
| Lindsay EMS | 1,052 | | |
| McClain-Grady County EMS | 95 | | |
| Medic West, LLC | 412 | | |
| Mercy Health-Love County EMS | 2,160 | | |
| Mercy Hospital EMS - Ada | 7,770 | | |
| Murray County EMS | 2,768 | | |
| Pauls Valley Ambulance Authority | 133 | | |
| Reynolds Army Community Hospital EMS | 1,214 | | |
| Rush Springs EMS | 914 | | |
| Sinor EMS-Hobart | 518 | | |
| Southern Oklahoma Ambulance Service | 7,807 | | |
| Southwest Oklahoma Amb Auth | 287 | | |
| Stratford Response Area | 17 | | |
| Tillman County EMS District | 829 | | |
| Tuttle EMS | 1,320 | | |
| Velma Community Ambulance | 98 | | |
| Waurika EMS District | 627 | | |

SOUTHWEST REGIONAL TRAUMA ADVISORY BOARD BYLAWS

MEMBERSHIP

Membership is composed of representatives from all of the facilities in the region as well as other interested individuals.

Section I. Responsibilities of the Membership

The Members are expected to attend meetings regularly to provide input on topics under consideration by the Board.

Section II. Committee Service

Members may serve on committees, work groups and task forces.

Section III. Attendance Expectations

The Members are expected to have 100% attendance every quarter annually. If a Member misses a meeting, they will be reported to their licensure authority for action.

Section IV. Exceptions involving emergencies may be considered on a case by case basis by a unanimous vote by the Board.

BOARD MEMBERSHIP

Representation will rotate between the member organizations in the region based upon the approved rotation schedule (attachment A); but will maintain a ratio of approximately:

50% Hospital representative's
50% EMS representatives

Board Membership should be multidisciplinary with broad representatives from the following list of disciplines.

| Hospital | | Emergency Medical Services |
|-----------------------------------|--|----------------------------|
| 1. Administrator | | 1. Administrator |
| 2. Business office | | 2. Non Administrator EMT-B |
| 3. QI practitioner | | 3. Non Administrator EMT-I |
| 4. Emergency department physician | | 4. Non Administrator EMT-P |
| 5. Surgeon | | 5. Business office |
| 6. Trauma nurse coordinator | | |
| 7. Trauma registrar | | |
| 8. Emergency department nurse | | |
| 9. Operating room nurse | | |
| 10. Rehabilitation practitioner | | |
| 11. Safety officer | | |

SOUTHWEST REGIONAL TRAUMA ADVISORY BOARD BYLAWS

Member organizations will appoint a representative and an alternate to the board but will have only one vote.

Section I. Powers and Responsibilities

The Board members are responsible for overall policy and direction of the RTAB.

Section II. Duties of the Board Members

Board members shall exercise ordinary business judgment in managing the affairs of the organization. In acting in their official capacity as Board Members of this organization, they shall act in good faith and take actions they reasonably believe to be in the best interest of the organization and that are not unlawful. In all other instances, the Board Members shall not take any action that they should reasonably believe would be opposed to the organization's best interests or would be unlawful.

Responsibilities of the Board Members include but are not limited to:

1. Conduct the business of the organization.
2. Specify the composition of and direct the activities of committees.
3. Consider for approval recommendations from committees.
4. Cause to be prepared and administer the budget, prepare annual reports of the organization.
5. Cause to be prepared grant applications for the organization.
6. Approve, execute and/or ratify contracts made in ordinary course of business of the organization.
7. Make continuous and regular reviews of RTAB matters and business affairs in order to provide information to general membership.

Section III. Number of Board Members

The Board shall consist of no fewer than nine (9) members and no more than twenty (20) members.

Section IV. Actions of the Board

Each Board Member shall be entitled to one (1) vote on each matter submitted to a vote at a meeting of the Board.

A simple majority of the Members present and voting at a meeting at which a quorum is present shall be sufficient to constitute action by the Board.

SOUTHWEST REGIONAL TRAUMA ADVISORY BOARD BYLAWS

Section V. Term

The term of the Board Members is one calendar year.

Section VI. Appointments

Board members shall be appointed by the respective member organizations according to the established membership structure and rotation.

Section VII. Meetings

Meetings of the Board shall be held in accordance with the Oklahoma Open Meeting Act. Meetings of the Board Members shall be held at such times and places as determined by the Board Members. These meetings must be held at least quarterly.

The Board shall not review patient specific information or medical records at these meetings.

Section VIII. Attendance Expectations/Removal of Board Members

1. A Member is automatically removed from the Board if he/she misses a scheduled and posted meeting in any year without arranging for a proxy. In the event a board member is removed due to not meeting the attendance expectations, the agency or facility CEO and or Director will be notified of their representatives' removal from the Board. If the board member believes that they missed a scheduled meeting due to extenuating circumstances, that member shall notify the RTAB Chair and the RTAB Chair will determine if the absence was acceptable.
2. Vacancies
In the event that a Board Member is removed from the board, the effected member organization will be removed from the current rotation and the next provider on the rotation will assume their position. The Chair of the Board will notify both providers of the change.
3. Any member organization that fails to ensure participation by their representative shall be reported to both the *Oklahoma Trauma and Emergency Response Advisory Council* and the member organization's licensing authority.

SOUTHWEST REGIONAL TRAUMA ADVISORY BOARD BYLAWS

Section IX. Proxies
In the event that a board member or their alternate is unable to attend a board meeting, they may attend a meeting or vote by Proxy. They must prepare and send a statement on their institution's letterhead or by email stating their authorization of a specifically named alternate from their institution to attend the meeting and/or cast a vote on their behalf. The proxy should be transmitted to **both** the *OSDH Trauma Office* and the *RTAB Secretary* at least 24 hours before the posted meeting time. A proxy shall only be valid at the meeting for which it is executed.

Section X. Quorum
A simple majority of the Board shall constitute a quorum at any meeting.

OFFICERS

Section I. The following officers shall be elected from the Board Members: Chair, Vice-chair, and Secretary.

Section II. The same person shall hold no more than one office.

Section III. The term for officers shall be one year.

Section IV. Nominations
Nominations of candidates for office shall occur at least one month prior to the election.

1. The candidates shall be Board Members.
2. The candidates shall express a willingness to serve.

Section V. Additional Offices
The Board Members may create additional officer positions, define the authority and duties of each such position, and elect persons to fill the position.

Section VI. Attendance Expectations/Removal of Officers
An Officer is automatically removed from office if he/she misses a posted meetings of the scheduled meetings in any year without making arrangements for the alternate or a proxy to attend.

Section VII. Vacancies
A vacancy in any office may be filled by the Board for the un-expired portion of the officer's term.